

Cash & Nutrition Programs Division

April 2004 Newsletter



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Needy Caretaker's Income

When a needy caretaker (non-parent) reports income that results in a reduced grant or CalWORKs ineligibility for the child(ren), the EW must contact the caretaker to remind him/her that he/she can choose to be non-needy and continue to receive aid for the child only. If the caretaker chooses to be non-needy, the EW must remove him/her from the AU by changing the Applying For Aid field in the Data Collection subsystem, Individual Attributes screen per existing procedures. Once removed, LEADER will ignore the non-needy payee's income and aid only the related child.

CalWORKs Housing Programs

Effective April 1, 2004, DPSS implemented the new Housing Program (HP). The HP is the umbrella program for DPSS' CalWORKs housing programs including: Diversion; Housing Relocation Program (HRP); Homeless Assistance (HA) Program, Emergency Assistance to Prevent Eviction (EAPE) Program; and Moving Assistance (MA) Program. While DPSS has always administered the Diversion, HRP, and HA Programs, the EAPE and MA Programs have been contracted out to the Los Angeles Homeless Services Authority (LAHSA) and its subcontractors since they were established in 2002. As of April 1, 2004, these two programs will be brought in-house and administered by DPSS' eligibility staff.

Bringing these two programs into DPSS provided the Department the opportunity to review all its housing programs, integrate the five programs, and align their eligibility requirements, where possible. By redesigning the process into one integrated DPSS HP, the Department can better assist participants, as well as reduce and prevent homelessness.

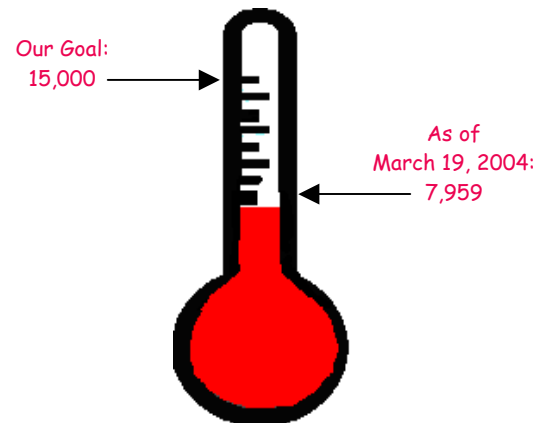
The *Emergency Money to Prevent Eviction* and the *Money to Help You Move* flyers advertise the programs to our CalWORKs applicants and participants and instruct them to apply in person at their CalWORKs district office or to contact the Central Help Line for information on the programs.

Instructions for staff on the HP were released in Administrative Directive Number 4478, dated April 1, 2004.

Just a Reminder: Expiration of Temporary Disability Period For GR Participants

For participants who are currently on a temporary disability period (temporarily unemployable), LEADER centrally mails a notice (ABP 23A) to the participant five business days prior to the expiration date advising the participant to contact the Eligibility Worker (EW) if he/she is unable to work. An appointment should not be scheduled until after the participant contacts the EW. If no contact is made, the employability status is changed to "Employable" and the individual is referred to GROW.

Direct Deposit Update



As of March 19, 2004, 7,959 participants were signed up for Direct Deposit. This is a decrease of 273 participants from last month. However, the good news is that the Auditor-Controller has reported receiving 1,177 Direct Deposit applications for the month of January 2004 and 2,162 for the month of February 2004. **Good Job!** Let's continue to work together to meet our goal and as a reminder, don't forget to review Direct Deposit information with all applicants/participants at intake and at any point of contact.

Once again, **CONGRATULATIONS** to the **Santa Clarita District Office**, which continues to maintain the highest Direct Deposit enrollment levels among the CalWORKs Districts.

Words of Wisdom

"I'm a great believer in luck, and I find the harder I work, the more I have of it."

- Thomas Jefferson

"Do not let what you cannot do interfere with what you can do."

- John Wooden

